

AGENDA

MEETING OF THE MAYOR AND ALDERMEN

JULY 7, 2016

1. Approval of the summary/final minutes for the City Manager's briefing of June 23, 2016.
2. Approval of the summary/final minutes for the City Council meeting of June 23, 2016.
3. An appearance by Dare Dukes, Executive Director of the Deep Center, which was the recent recipient of a National Endowment for the Arts Our Town Grant to serve public school youth on Savannah's eastside with creative arts and youth leadership programming.

ALCOHOLIC BEVERAGE LICENSE HEARINGS

4. Dinesh H. Patel for JYOT 0725, LLC t/a Milu Beverage, requesting liquor, beer and wine (package) license at 1320 West Bay Street, which is located between Kirkland Street and Carolan Street in District 1. The applicant plans to operate as a retail package shop. (New ownership/management/existing business) Recommend approval.

PETITIONS

5. Naming Field #3 at Scarborough Sports Complex – Petition 140893. Request to name Field #3 at Scarborough Sports Complex after Coach Raleigh Ward who coached on the fields of Bacon Park for 14 years. Coach Ward was a native Savannahian who graduated from Commercial High School. He was also a member of the Savannah Exchange Club where he became very active in local child abuse prevention. Recommend approval.

ORDINANCES

First Readings

6. Revisions to the City Administrative Ordinance. An ordinance to revise City Code Article A Sections 8-1001 and 8-1002 and Article B Sections 8-1034 through 8-1042. The revisions update Building Code references and add National Fire Prevention Association 101 Life Safety Code to comply with the State of Georgia's Uniform Code Act, to eliminate the outdated fire limits section of the Code, and to add Fire Official and Code Official (Property Maintenance Director) where appropriate to grant Code enforcement authority and to reflect changes in the City's organizational structure.
7. Revisions to the Fire Safety Code. An ordinance to amend Division II, Part 3, Chapter 2, Article F of the City Code to remove reference to the 1997 edition of the Life Safety Code and replace with reference to the National Fire Prevention Association 101 Life Safety Code to align with the Administrative Ordinance revisions.
8. Property Maintenance Code Revisions. An ordinance to amend the City Code to delete the text of the 2003 version of International Property Maintenance Code and adopt by reference the latest version of the International Code Council Property Maintenance Code as adopted by the State of Georgia Department of Community Affairs with State deletions and amendments. This will keep the City's Property Maintenance Code aligned with the State's adopted code and the City's revised Administrative Ordinance.

Second Readings

9. Revisions to Taxi Ordinance. Revisions to the City Taxi Ordinance that will adjust rates, require the acceptance of credit card payments (maximum 3% charge), and impose a driver code of conduct that must be displayed. Taxis would also be required to accept service animals and be allowed to impose a fee on patrons who soil the vehicle while being transported. A number of stakeholder meetings have been held with owners and drivers to reach consensus about the proposed changes, which have the support of the Savannah Taxi Owners Association (STOA). Recommend approval.

First and Second Readings

10. Sec. 8-3030(f), Historic District Ordinance, Classification of Structures, Historic Building Map (MPC File No. 16-001932-ZA). An ordinance to amend Sec. 8-3030(f), Historic District Ordinance, Classification of Structures, Historic Building Map to change the status of 32 Martin Luther King, Jr. Boulevard from an historic building to a non-historic building; to include the Historic Building Map in the zoning ordinance; and, to update the supplemental building list.

MISCELLANEOUS

11. Memorandum of Agreement with Savannah Technical College for Summer 500 Students. Savannah Technical College has developed for the City a custom summer session for students enrolled in the Summer 500 program. The class, *EMPL 1000: Interpersonal Relations and Professional Development*, will prepare students for living and working in today's rapidly changing world. The MOA addresses class design, as well as tuition and fees. Funding will be provided by the Hodge Foundation, Savannah 100 Foundation, the United Way of the Coastal Empire and the City of Savannah.
12. Hotel/Motel Tax Agreement with The Georgia International and Maritime Trade Center Authority. The City and Trade Center Authority are parties to a 1997 Agreement which provides for the distribution of certain hotel/motel tax proceeds to the Trade Center Authority for marketing and operating the Trade Center on Hutchinson Island, as authorized by state law. That agreement is set to expire later this year, and the parties seek to renew the contract under terms outlined in the agreement. Recommend approval.
13. Reschedule Council Meeting. Reschedule the Council meeting of Thursday, November 24, 2016, to Tuesday, November 22, 2016 in observance of Thanksgiving.

TRAFFIC ENGINEERING REPORTS

14. Request for Change of Parking Restrictions – South Side of East 34th Street Between Waters Avenue and Live Oak Street. East 34th Street from Waters Avenue to Live Oak Street is situated in the Live Oak neighborhood. Properties on the north side of the street front East 33rd Street, as there is no East 33rd Lane, east of Waters Avenue. On the south side, two-thirds of the block is off-street parking and storage for a commercial electrical contractor. There is only one residential parcel addressed to East 34th Street; it has no off-street parking. Robert Wilson, the owner of 1131 East 34th Street has requested the ordinance amendment so that he might park on his street.

The City of Savannah code of ordinances currently enumerates a parking prohibition on both sides of East 34th Street between Waters Avenue and Live Oak Streets. The original parking removal was the result of an auto mechanic shop that used to park vehicles on the street. On the west end of the street, the prohibition is still necessary, the nightclub on the west side of Waters at the intersection of East 34th Street has no off-street parking and the patrons often park on the east/west residential streets.

Under the current conditions, restoring parking on the eastern end of the south side of East 34th Street would provide a measure of relief for Mr. Wilson. Recommend approval.

15. Reduction in Speed Limit on East Broad Street. Traffic Engineering recommends that the speed limit on East Broad Street, between East Victory Drive and East Liberty Street, be reduced from 35 MPH to 30 MPH based on data that indicates a lower limit is more appropriate than the existing speed limit.

In order to provide for enforcement of a reduced speed limit, the City's speed limit ordinance must be revised and a resolution for the change must be submitted to the Georgia Department of Transportation.

Recommend that the speed limit on East Broad Street between East Victory Drive and East Liberty Street be reduced from 35 MPH to 30 MPH and that a resolution to amend the radar permit be submitted to the Georgia Department of Transportation. Recommend approval.

BIDS, CONTRACTS AND AGREEMENTS

16. Coastal Workforce Development Board PY2016 Youth Service Provider Contract Awards. The Georgia Department of Economic Development, Workforce Division (GDEcD-WFD) awarded the Coastal Region's PY16 Workforce Innovation and Opportunity Act Youth grant allocation of \$1,806,053 which was accepted on June 23, 2016, by City Council. On June 17, 2016, the Coastal Workforce Development Board approved awards to Paxen, a program of Eckerd and Savannah Impact in the amount of \$1,230,000. The contracts will cover the period of July 1, 2016 to June 30, 2017.

Below are the total contract amounts including county to be served:

Youth Service Provider	Counties to be Served	Amount Awarded
Paxen, a Program of Eckered	Bryan/Liberty/Long	\$239,558
Paxen, a Program of Eckered	Bulloch/Effingham/Screven	\$334,693
Paxen, a Program of Eckered	Camden/Glynn/McIntosh	\$269,298
Savannah Impact Program	Chatham	\$386,451
Total		\$1,230,000

Recommend approval.

17. Design Services – Sweetwater Fire Station – Amendment No. 1 – Event No. 3160. Recommend approval of Amendment No. 1 to Kern & Co., LLC in the amount of \$6,650.00.

The original contract was for the design and construction administration of the Sweetwater Fire Station. This amendment is needed to modify the floorplan and the electrical and plumbing provisions needed at this location to accommodate special washing and drying equipment for turn out gear. This is part of a general operational upgrade by Savannah Fire & Emergency Services. The project design documents are currently 90% complete.

The original contract was approved by Council on June 11, 2015 in the amount of \$151,998.00. The total contract amount to date, including this amendment, is \$158,648.00. The only other proposal was received from Precision Planning, Inc. in the amount of \$199,000.00. This amendment could not have been foreseen by either proposer.

Recommend approval of Amendment No. 1 to Kern & Co., LLC in the amount of \$6,650.00. Funds are available in the 2016 Budget, Capital Improvement Fund/Capital Improvement Projects/Other Costs/Fire Station Sweetwater (Account No. 311-9207-52842-PB0533). Recommend approval.

18. Printing, Insertion, and Mailing – Annual Contract Renewal – Event No. 3273. Recommend approval to renew an annual contract for printing, insertion, and mailing services from Sure Bill in the amount of \$58,150.00. The services include printing, insertion, and mailing of City bills, notices, and other mailings to the public. Through the outsourcing of this function, the City ensures compliance with USPS specifications to qualify for postal discounts and receipt of the lowest possible postal rates. Upon receipt of the files at the vendor's facility, bills and notices are usually printed and mailed within 24 hours.

The method used for this procurement was the Request for Proposal, which evaluates criteria in addition to costs. The evaluation criteria included qualifications and experience, technical capabilities, references, MWBE participation, and fees. Twelve proposals were received and reviewed. The annual contract holder has extensive experience in the industry, has additional facilities for back-up printing and mailing, and is located outside of Atlanta.

While no specific MWBE goal was set for this RFP because of the estimated contract value, a maximum of 10 points could be awarded to firms submitting MWBE participation. The recommended firm submitted participation of 20% MBE using Secure Holdings.

This is the second of four renewal options available.

Proposals were originally received November 5, 2013. The proposers were:

B.P.	Sure Bill (Duluth, GA) ^(D)	\$ 58,150.00
	QuestMark Information Management, Inc. ^(D)	\$ 61,122.00
	DataProse ^(D)	\$ 63,178.00
	Cash Cycle Solutions ^(D)	\$ 63,413.80
	Pinnacle Data Systems ^(D)	\$ 64,256.00
	Billtrust ^(D)	\$ 64,256.00
	A.B. Data, Ltd. ^(D)	\$ 69,187.72
	Dove Mailing, Inc. ^(D)	\$ 74,838.00
	Moonlight Business Process Outsourcing ^(D)	\$ 79,081.40
	Diversified Companies, LLC ^(D)	\$ 89,560.80
	Carolina Technology Associates, LLC ^(D)	\$ 94,228.04
	Commercial Mail Service ^(D)	\$117,511.80

Criteria: Proposers:	Qualifications & Experience 25 (pts)	Technical Capabilities 30 (pts)	Fees 25 (pts)	References 10 (pts)	MWBE Participation 10 (pts)	Total 100 (pts)
Sure Bill	25	29	25	10	10	99
Questmark	23	28	24	9	0	84
A.B. Data	23	30	21	9	0	83
Cash Cycle Solutions	23	29	23	8	0	83
Pinnacle Data Systems	23	28	23	7	0	81
Billtrust	23	29	23	6	0	81
DataProse	21	27	23	8	0	79
Dove Mailing	23	28	19	8	0	78
Moonlight	18	27	18	8	0	71
Diversified Companies	19	21	16	9	0	65
Carolina Technology	16	25	15	4	0	60
Commercial Mail Service	15	19	12	3	0	49

Funds are available in the 2016 Budget, Water & Sewer Operating Fund/Water & Sewer Fund/Outside Printing/Postage (Account No. 521-1112-51275/51307). A Pre-Proposal Conference was not conducted as this is an annual contract renewal. ^(D)Indicates non-local, non-minority owned business. Recommend approval.

19. Warning Devices and Decal Installation – Annual Contract Renewal – Event No. 3361. Recommend approval to renew an annual contract for warning devices and decal installation from West Chatham Warning Devices in the amount of \$128,598.60. The warning devices and decals will be installed in new Savannah-Chatham Metropolitan Police Department emergency vehicles.

This is the second of three available renewal options.

Bids were originally received on May 27, 2014. Delivery: As Needed. Terms: Net 30 Days. The bidders were:

L.B. West Chatham Warning Devices ^(B)	\$	128,598.60
(Savannah, GA)		
Emergency Technology ^(D)	\$	155,649.36
Dana Safety Supply ^(D)	\$	186,765.65

Funds are available in the 2016 Budget, Vehicle Replacement Fund/Vehicle Purchases/Capital Outlay-Other (Account No. 613-9230-51590). A Pre-Bid Conference was not held as this is an annual contract renewal. ^(B)Indicates local, non-minority owned business. ^(D)Indicates non-local, non-minority owned business. Recommend approval.

20. Pay-by-Mobile Application – Event No. 3916. Recommend approval to procure a pay-by-mobile application from Passport in an amount not to exceed \$25,000.00. The Mobility and Parking Services Department will use the pay-by-mobile application to provide a complete mobile payment system option for current and future on-street and specified off-street parking areas in the City of Savannah. The application can be downloaded to users' mobile devices for no charge and will enable them to pay for parking from those devices.

The recommended vendor proposed convenience fees of \$0.05 per transaction. The convenience fees will cover all costs for standard development, implementation, training, and services.

The method used for this procurement was the Request for Proposal. Proposals were received and evaluated on the basis of qualifications and experience, technical capabilities, convenience fees, fees, references, and local vendor participation.

This proposal was advertised, opened, and reviewed. Delivery: As Needed. Terms: Net 30 Days. The proposers were:

B.P. Passport (Charlotte, NC) ^(D)	\$ 250.00*
Pango, USA ^(D)	\$7,625.00**

Vendors	Qualifications & Experiences 20 (pts)	Technical Capabilities 25 (pts)	Convenience Fees 25 (pts)	Fees 20 (pts)	References 5 (pts)	Local Vendor Participation 5 (pts)	Total 100 (pts)
Passport	19.5	23.25	25	20	5	0	92.75
Pango, USA	15.75	18.75	3.6	0.66	3	0	41.76

Funds are available in the 2016 Budget, Parking Services Fund/Parking Enforcement and Administration/Data Processing Equipment (Account No. 561-1113-51251). A Pre-Proposal Conference was conducted and one vendor attended. ^(D)Indicates non-local, non-minority owned business. ^(*)Indicates hourly fee for additional services, such as expedited or custom development. ^(**)Indicates fees for implementation, annual maintenance, and hourly fees for additional services. Recommend approval.

21. Annual License for Additional Software Modules – Contract Modification No. 1 – Event No. 3979. Recommend approval of Contract Modification No. 1 to Geographic Solutions in the amount of \$6,000.00.

The original contract was for licensing to gain access to software modules that are part of a state-mandated program for customers who are going back to school for job training and for those seeking jobs. Coastal Workforce Services added these modules to its existing case management system to assist customers with successful job search and placement. The annual license gives Workforce staff the necessary resources needed to assist employers in reducing lay-offs and hiring skilled employees within the Coastal Workforce Services' ten-county region.

This modification is needed to add on a web-content management module. This module will allow staff to update the portal with real-time job information, as well as manage and customize web pages.

The original contract was approved by Council on February 18, 2016 in the amount of \$48,000.00. The total contract amount to date, including this modification, is \$54,000.00. This is a sole source because this vendor is the developer, designer, and only provider of this software.

Recommend approval of Contract Modification No. 1 to Geographic Solutions in the amount of \$6,000.00. Funds are available in the 2016 Budget, Grant Fund/Coastal Workforce Cost Pool/Official/Admin Pur Svcs/Rapid Response - 1st GRT PY14 (Account No. 211-3391-51237). Recommend approval.

22. Savannah Chatham Metropolitan Police Department Related Items and Accessories – Contract Modification No. 1 – Event No. 3956. Recommend approval of Contract Modification No. 1 to Patrick's Uniforms in the amount of \$16,875.00.

This modification is needed to procure additional Savannah Chatham Metropolitan Police Department (SCMPD) related accessories. The items being added to the contract are raincoats for SCMPD officers.

The original contract was approved by Council on June 9, 2016 in the amount of \$283,652.05. The total amount of this contract to date, including this modification, is \$300,527.05.

Recommend approval of Contract Modification No. 1 to Patrick's Uniforms in the amount of \$16,875.00. Funds are available in the 2016 Budget, General Fund/Administrative Services Division/Clothing and Laundry (Account No. 101-4240-51310). Recommend approval.

23. Electrical Repairs – Annual Contract – Event No. 4126. Recommend approval to award an annual contract for electrical repair services to Aiken-Harper in the amount of \$518,350.00. This contract is used by Buildings and Grounds, Sewer Conveyance Lift Station Maintenance, Water Supply and Treatment, and Water Reclamation Departments to complete maintenance and emergency repairs in City facilities.

Notifications were sent to all known providers, and two bids were received. However, one bidder did not submit the proper paperwork as required by the specifications and was not further considered. The bid was advertised, opened, and reviewed. Delivery: As Needed. Terms: Net 30 Days. The bidder was:

L.B. Aiken-Harper (Garden City, GA) ^(D) \$518,350.00

Funds are available in the 2016 Budget, Various Accounts. A Pre-Bid Conference was conducted and one vendor attended. ^(D)Indicates non-local, non-minority owned business. Recommend approval.

24. Senior Meals – Annual Contract – Event No. 4242. Recommend approval to award an annual contract for meals for senior citizens to Senior Citizens Inc. in the estimated amount of \$426,930.00. The meals will be used to feed senior citizens at various facilities throughout the City by the Parks and Recreation Services Department. The recommended vendor proposed a cost of \$4.28 per meal, and it is estimated that 99,750 meals will be served annually.

Notifications were sent to all known vendors, and one bid was received. The bid was advertised, opened, and reviewed. Delivery: As Needed. Terms: Net 30 Days. The bidder was:

L.B. Senior Citizens (Savannah, GA) ^(B) \$ 426,930.00

Funds are available in the 2016 Budget, General Fund/Senior Services/Food-Catered Meals (Account No. 101-6117-51271). A Pre-Bid Conference was conducted and no vendors attended. ^(B)Indicates local, non-minority owned business. Recommend approval.

25. Thermoplastic Pavement Markings – Annual Contract – Event No. 4262. Recommend approval to award an annual contract for thermoplastic pavement markings to Peek Pavement Marking, LLC in the amount of \$191,500.00. The thermoplastic pavement markings are used by the Traffic Engineering Department to appropriately mark sections of pavement and roadways. This contract includes the supply and application of thermoplastic reflectorized pavement markings on an as-needed basis.

Bids were sent to all known suppliers of this service, however, only one vendor responded.

This bid was advertised, opened, and reviewed. Delivery: As Requested. Terms: Net 30 Days. The bidder was

L.B. Peek Pavement Marking, LLC (Columbus, GA) ^(D)\$191,500.00

Funds are available in the 2016 Budget, General Fund/Traffic Engineering/Operating Supplies and Materials (Account No. 101-2103-51320). A Pre-Proposal Conference was conducted and no vendors attended. ^(D)Indicates a non-local, non-minority owned business. Recommend approval.

26. Fire Hydrants and Repair Parts – Annual Contract – Event No. 4269. Recommend approval to award an annual contract for fire hydrants and repair parts to Ferguson Waterworks in the amount of \$105,947.79. The fire hydrants are maintained in inventory at the Central Warehouse and are used by the Water Distribution Department to replace failing fire hydrants in the water system.

This bid was advertised, opened, and reviewed. Delivery: As Needed. Terms: Net 30 Days. The bidders were:

L.B. Ferguson Waterworks (Pooler, GA) ^(D)	\$105,947.79
Consolidated Pipe & Supply ^(D)	\$109,986.19
HD Supply ^(D)	\$123,781.12

Funds are available in the 2016 Budget, Internal Service Fund/No Department/Inventory-Central Stores (Account No. 611-0000-11330) and Water Distribution/Construction Supplies & Materials (Account No. 521-2503-51340). A Pre-Bid Conference was conducted and no vendors attended. ^(D)Indicates non-local, non-minority owned business. Recommend approval.

27. Security Services for I & D Water Plant – Annual Contract – Event No. 4286. Recommend approval to award an annual contract for security services to Dothan Security, Inc. in the amount of \$36,000.00. The contract will be used to provide security services at the Industrial and Domestic Water Plant.

The bid was advertised, opened, and reviewed. Delivery: As Requested. Terms: Net 30 Days. The bidders were:

L.B.	Dothan Security, Inc. (Dothan, AL) ^(D)	\$	36,000.00
	AP Security Agency ^(A)	\$	37,700.00
	Vescom Corporation ^(B)	\$	40,290.00
	Security Associates of Coastal Georgia ^(B)	\$	42,750.00
	Sunstates Security, LLC ^(D)	\$	45,450.00
	Saber Security and Investigation ^(B)	\$	52,500.00

Funds are available in the 2016 Budget, I&D Water Fund/I&D Water Operation/Security Guard Services (Account No. 531-2581-51241). A Pre-Bid Conference was conducted and no vendors attended. ^(A)Indicates local, minority-owned business. ^(B)Indicates local, non-minority owned business. ^(D)Indicates non-local, non-minority owned business. Recommend approval.

City of Savannah
Summary of Solicitations and Responses
For July 7, 2016

<u>Event Number</u>	<u>Annual Contract</u>	<u>Description</u>	<u>Local Vendor Available</u>	<u>MWBE Vendor Available</u>	<u>Total Sent</u>	<u>Sent to MWBE</u>	<u>Total Received</u>	<u>Received From MWBE</u>	<u>Estimated Award Value</u>	<u>Estimated MWBE Value</u>	<u>Low Bid Vendor Type</u>	<u>MWBE Sub</u>	<u>Vendor Type</u>	<u>Local Preference Applied</u>
3273	X	Printing, Insertion, and Mailing	Yes	Yes	70	8	12	0	\$ 58,150.00	0	D	0	0	No
3361	X	Warning Devices and Decal Installation	Yes	Yes	182	7	3	0	\$128,598.60	0	B	0	0	No
3916		Pay-by-Mobile Application	Yes	Yes	407	54	2	0	\$ 25,000.00	0	D	0	0	No
4126	X	Electrical Repairs	Yes	Yes	627	83	1	0	\$518,350.00	0	D	0	0	No
4242	X	Senior Meals	Yes	Yes	177	25	1	0	\$426,930.00	0	B	0	0	No
4262	X	Thermoplastic Plastic Pavement Markings	Yes	Yes	198	30	1	0	\$191,500.00	0	D	0	0	No
4269	X	Fire Hydrants and Repair Parts	Yes	Yes	89	6	3	0	\$105,947.79	0	D	0	0	No
4286	X	Security Services for I & D Water Plant	Yes	Yes	109	19	6	1	\$ 36,000.00	0	D	0	0	No

Vendor(s)*

- A. Local Minority Owned Business
- B. Local Non-Minority Owned Business
- C. Non-Local Minority Owned Business
- D. Non-Local Non-Minority Owned Business
- E. Woman Owned Business
- F. Non-Local Woman Owned Business
- G. Local Non-Profit Organization